REQUEST FOR INFORMATION (RFI) NOTICE
RFI Ref No.: NKF/PL/2019/003
Date: 25 February 2019

1. Objective

1.1 The National Kidney Foundation ("NKF") wishes to invite vendor (the "Vendor") to provide information on the revamp of NKF HQ building as detailed in the Project Brief.

1.2 The objective of this Request for Information (RFI) is to identify and shortlist potential vendor(s) that provide full architectural consultancy services as stated in the Project Brief, which consequently may lead to close Request for Proposal (RFP).

1.3 The information collected is for information purposes only. This is not to be construed as a commitment for NKF to issue a solicitation or ultimately award a contract.

1.4 Responses will not be considered as proposals, or quotes. No award will be made as a result of this RFI, NKF will NOT be responsible for any costs incurred by interested parties in responding to this RFI, which is seeking market information.

2. Eligibility

2.1 All the Architectural Consultants must be listed on Panel 1 of the BCA’s Public Sector Panels’ of Consultants (PSPC). Information on the PSPC can be found from the “Public Sector Panels of Consultants” at the BCA website http://www.bca.gov.sg/.

2.2 The Foundation reserves the rights not to accept any submission without assigning any reason thereof.

3. Documents

3.1 This RFI consists of the following documents:

- Project Brief
- Appendix A: Reply Letter
- Appendix B: Submission Particulars
- Annex 1: Location Plan of NKF HQ Building
- Annex 2: Information About Vendor

4. Briefing / Site Show-around

4.1 There is no site show-around for this RFI.
5. RFI Responses

5.1 If you wish to provide information to NKF, you must complete and submit the RFI document (Project Brief) including Annex 2 - Information about Vendor along with all relevant documents (e.g. brochures, catalogues). Full set of documents must be submitted with Vendor's stamp on all pages.

5.2 NKF requires two (2) copies of the documents referred to in paragraph 5.1 above. These are to be submitted by hand in a sealed envelope and endorsed with the words "RFI Ref No: NKF/PL/2019/003 - Request for Information for the Architectural Consultancy Services to The National Kidney Foundation for the Proposed Revamped NKF HQ Building at 81 Kim Keat Road S(328836)". All submission should be no later than 11 March 2019, Monday, 3pm (the "Closing Date") and attention to Ms Pauline Leong, Purchasing Department.

5.3 Vendor's response should be submitted to:

   By hand: RFI Box B
   Security Counter
   National Kidney Foundation
   81 Kim Keat Road
   Singapore 328836
   Attn: Ms Pauline Leong

5.4 If you have any inquiries relating to this RFI, please contact Ms Pauline Leong at telephone no: 6506-2104 or email to pauline.leong@nkfs.org.

6. Indicative Price

6.1 The Vendor shall provide the indicative price as stated in the Project Brief (point 5).

7. Enquiries

7.1 All enquiries shall be addressed to Mr Patrick Chua at Tel: 6506-2129 email: patrick.chua@nkfs.org and Ms Pauline Leong at Tel: 6506-2104 email: pauline.leong@nkfs.org.

Yours Faithfully

Ms Joyce Tong
Manager

RFI Notice